

Message Text

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PAGE 01 AMSTER 00563 01 OF 02 020645Z

12

ACTION DRC-01

INFO OCT-01 EUR-12 ISO-00 L-03 OMB-01 PER-03 SCSE-00

PPTE-00 OPR-02 SCA-01 /024 W
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R 011645Z AUG 75

FM AMCONSUL AMSTERDAM

TO SECSTATE WASHDC 2546

INFO AMCONSUL ROTTERDAM

AMEMBASSY THE HAGUE

UNCLAS SECTION 1 OF 2 AMSTERDAM 563

E.O. 11652: N/A

TAGS: AINF, OGEN

SUBJ: IMPLEMENTATION OF THE PRIVACY ACT OF 1974

REF : STATE 172353

FOLLOWING SYSTEM OF RECORDS MAINTAINED AT THE CONSULATE GENERAL.
INFORMATION SILLOWS ROMAN NUMERALHQSYSTEM OF PARAGRAPH 7, REFTEL.

A. I. SPECIAL CONSULAR SERVICES FILES.

II. PERSONS RENDERED GENERAL ASSISTANCE ABROAD: PERSONS HELD
LOCALLY UNDER ARREST: PERSONS EXCLUDED OR DEPORTED FROM HOST
COUNTRY. PERSONS INVOLVED IN ROUTINE AND EXTRAORDINARY SEAMEN AND
SHIPPING ACTIONS: PERSONS ILL, STRANDED, MISSING, INDIGENT,
INVOLVED IN PROPERTY DISPUTES OR DAMAGE CLAIMS: DECEASED PERSONS:
THOSE INVOLVED IN ESTATE CLAIMS, REQUESTING NOTARIAL SERVICES,
OR NEEDING LEGAL COUNSEL: THOSE PERSONS RECEIVING FEDERAL BENEFITS
OR APPLYING FOR SAME.

III. NAMES, DATES AND PLACE OF BIRTH, TRAVEL HISTORY, ACCOUNTS
OF ALLEGED ACTIONS, LAST KNOWN ADDRESSES, NAMES OF NEXT OF KIN
AND OTHER INTERESTED PARTIES, SHIP S REGISTRIES AND SEAMEN S
CREDENTIALS , CURRENT FINANCIAL STATUS.

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PAGE 02 AMSTER 00563 01 OF 02 020645Z

IV. 7 FAM AND RECORDS CLASSIFICATION HANDBOOK (GENERAL) AND

22USC 846 (FEDERAL BENEFITS).

V. INFORMATION HELD AS CONFIDENTIAL IN PROVIDING ASSISTANCE OR PROTECTION. DATA ON DEATHS AND ESTATES RELEASED ONLY TO NEXT-OF-KIN OR DULY DESIGNATED LEGAL REPRESENTATIVE. INFORMATION RELATING TO FEDERAL BENEFITS ADMINISTRATION ROUTINELY PASSED TO SOCIAL SECURITY ADMINISTRATION, VETERANS ADMINISTRATION, ET. AAL. AS STANDARD PROCEDURE IN THESE FUNCTIONS.

VI. STORED IN FILE FOLDERS IN LOCKED COMBINATION SAFES AND LOCKED FILE CABINETS. FILED BY CATEGORY AND WITHIN CATEGORY, BY NAME. ACCESSIBLE ONLY TO AMERICAN PERSONNEL AND LOCAL PERSONNEL ON A NEED TO KNOW BASIS. RETAINED AND DISPOSED OF IN ACCORDANCE WITH RECORDS MANAGEMENT HANDBOOK.

VII. CHIEF OF THE CONSULAR SECTIONS AND SPECIAL CONSUL SERVICES OFFICER. CONSULAR OFFICER.

VIII. 80 PERCENT FROM INDIVIDUAL: FROM DOCTORS, LOCAL POLICE AND IMMIGRATION AUTHORITIES, LAWYERS, NEXT OF KIN, AND LOCAL CIVIL REGISTRARS.

B. I. PASSPORT AND CITIZENSHIP RECORDS

II. PERSONS INVOLVED IN THE FOLLOWING TYPES OF PASSPORT OR CITIZENSHIP ACTIONS: APPLICATION FOR PASSPORT, LOSS OF NATIONALITY, CANCELLATION OF NATURALIZATION, AMENDATION OF PASSPORT, EXTENSION OF PASSPORT, LOSS OR THEFT OF PASSPORT, BIRTH ABROAD OF U.S. PARENT(S), LEGITIMATION, FRAUDULENT PASSPORT ACTIVITIES: THOSE PERSONS RESIDENT IN THE CONSULAR DISTRICT WHO VOLUNTARILY REGISTER.

III. NAMES, DATES AND PLACE OF BIRTH, PERIODS OF RESIDENCE IN THE UNITED STATES AND ABROAD, CURRENT ADDRESSES IN THE U.S. AND ABROAD, MARITAL STATUS, EMPLOYMENT HISTORY (WHEN RELEVANT).

IV. IMMIGRATION AND NATIONALITY ACT OF 1952, AS AMENDED, TITLE 22, CODE OF THE FEDERAL REGULATIONS, PART 51 AND THE RECORDS CLASSIFICATION HANDBOOK.

UNCLASSIFIED

UNCLASSIFIED

PAGE 03 AMSTER 00563 01 OF 02 020645Z

V. USED ONLY TO DETERMINE APPLICANT'S ELIGIBILITY TO RECEIVE A PASSPORT, OR TO OBTAIN OR RETAIN U.S. CITIZENSHIP. NO OTHER-AGENCY ROUTINE ACCESS.

VI. STORED IN HARD-COPY IN LOCKED COMBINATION SAFES AND BARLOCKED FILE CABINETS. FILED BY CATEGORY, AND WITHIN CATEGORY, BY NAME. ACCESSIBLE ONLY TO AMERICAN PERSONNEL AND LOCAL PERSONNEL ON A NEED-TO- KNOW BASIS. RETAINED AND DISPOSED OF

IN ACCORDANCE WITH RECORDS MANAGEMENT HANDBOOK.

VII. CONSULAR OFFICER

VIII. 95 PERCENT FROM INDIVIDUAL: FROM EDUCATIONAL
INSTITUTIONS, FORMER EMPLOYERS, MILITARY RECORDS STORAGE OFFICES,
OTHER POSTS, AND LOCAL CIVIL REGISTRARS.
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PAGE 01 AMSTER 00563 02 OF 02 020957Z

21

ACTION DRC-01

INFO OCT-01 EUR-12 ISO-00 L-03 OMB-01 PER-03 SSC-01 PPTE-00

OPR-02 SCA-01 /025 W

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R 011645Z AUG 75

FM AMCONSUL AMSTERDAM

TO SECSTATE WASHDC 0000

INFO AMCONSUL ROTTERDAM

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C. I. CLASSIFIED PASSPORT AND CITIZENSHIP FILES

II. SMALL NUMBER OF REPORTS ON QUESTIONABLE ACTIVITIES OF AMERICAN
CITIZENS.

III. CORRESPONDENCE CONCERNING ALLEGED CRIMINAL ACTIVITIES,
DRAFT EVASION, POSSIBLE SECURITY RISKS AND SUBVERSIVE OR
TERRORIST ACTIVITIES.

IV. 8 FAM

V. NO ROUTINE ACCESS. CROSS REFERENCED TO PASSPORT CARD FILES

IN CASE OF APPLICATION FOR PASSPORT SERVICE.

VI. KEPT IN FILE FOLDERS IN COMBINATION SAFES. SYSTEM IS
FILED ALPHABETICALLY BY NAME. ACCESS IS LIMITED TO CONSULAR
OFFICERS. FILES ARE DESTROYED 5 YEARS AFTER LAST ACTION.

VII. SYSTEM MANAGER IS CONSUL/ADMIN OFF.

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PAGE 02 AMSTER 00563 02 OF 02 020957Z

VIII. LETTERS FROM PRIVATE INDIVIDUALS: ALIEN
POLICE SOURCES. PRIMARILY FROM OTHER POSTS AND DEPARTMENT.

D.I.LIST OF USEFUL AMERICAN BUSINESS CONTACTS

II. U.S. CITIZEN BUSINESSMEN, RESIDENT IN THE CONSULAR DISTRICT,
ASSOCIATED WITH COMPANIES PARTICIPATING IN COUNTRY COMMERCIAL
PROGRAM.

III. LIST INCLUDES NAME, COMPANY AFFILIATION ADDRESS AND TELE-
PHONE NUMBERS.

IV. NO SPECIFIC AUTHORITY

V. OFFICE USE ONLY

VI. CARD FILE

VII. COMMERCIAL OFFICER

VIII. INDIVIDUALS AND FIRMS.
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